



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

PHILIP L. BROWNING
Director

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Chief Deputy Director

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June 24, 2013

To: Supervisor Mark Ridley-Thomas, Chairman
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From: Philip L. Browning 
Director

**NOTICE OF INTENT TO PROCURE BY NEGOTIATION A CONTRACT WITH THE
UNIVERSITY OF CALIFORNIA LOS ANGELES FOR STAFF TRAINING AND MASTER
OF SOCIAL WORK INTERNSHIP PROGRAM SERVICES**

This is to notify the Board that the Department of Children and Family Services (DCFS) intends to Procure by Negotiation (PBN) a contract with the University of California Los Angeles (UCLA) to provide DCFS staff training and MSW Internship Program services. UCLA offers a Master of Social Work (MSW) program and training services within Los Angeles County.

The current contract will be funded for one year, with two one-year options to extend, using CWS/CMS Staff Development funds. The estimated annual cost of the UCLA Training and MSW Internship services contract is \$8,309,000.

On May 15, 2013, the California Department of Social Services (CDSS) approved DCFS' request to procure by negotiation the proposed services for a three-year contract term based on MPP 23-621.15.152. According to CDSS regulations, counties must obtain written approval for the following: 1) contract with a sole source provider, and 2) procurement by negotiation, which results in a contract period longer than one year. Additionally, DCFS is advised by CDSS to ensure that prices negotiated for the proposed services are reasonable and fall within the parameters of the Title IV-E program, including 45 CFR 13560 (c).

According to Board policy, departments intending to negotiate sole source services contracts of \$250,000 or greater must provide advance written notice to the Board. State regulations permit departments to enter into Procurement by Negotiation for sole source contracts with public education institutions for a term of not more than three years.

UCLA offers MSW program and training services within the County of Los Angeles. The MSW program includes professional in-service training and advanced instructional programs in the field of child welfare services. The training integrates Federal, State, and local ordinances, DCFS policies and procedures, governmental training mandates, and ongoing updates of child welfare-related policies that may affect training deliverables. In addition, UCLA provides in-service training that is specifically designed for DCFS employees. In its current contract with the Department, UCLA performs many of the centralized duties contemplated moving forward. The Department discussed UCLA as the contractor with the other universities currently providing training services and they have expressed no concerns or objections.

By negotiating a contract with UCLA, the County can enhance its training opportunities and continue to meet the need for MSW interns available for placement with DCFS. Following the negotiation process, DCFS reserves the right to contract with another public educational institution that can better meet our training needs. DCFS will proceed with the contract negotiations two weeks from the date of this notice, unless otherwise instructed by a Board office.

The recommended term of the contract will be three years with no option to renew. The total projected annual cost for the contract is \$8,309,000. The total cost for the three-year period is \$24,927,000, and will be funded by 75 percent (\$18,695,250) Federal funds, 17.5 percent (\$4,362,225) State funds, and 7.5 percent (\$1,869,525) net County cost.

If you have any questions or require additional information, please contact me or your staff may contract Aldo Marin, Board Liaison, at (213) 351-5530.

PLB:CMM

EM:KAF

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors